

DEPARTMENT OF
DEFENSE, VETERANS AND EMERGENCY MANAGEMENT
Military Bureau
Headquarters, Maine National Guard
Camp Keyes, Augusta, Maine 04333-0033

7 January 2016

TECHNICIAN POSITION VACANCY ANNOUNCEMENT #16-005

POSITION: Telecommunications Specialist (GS-0391-07/09/11) (D1558000) EXCEPTED POSITION

LOCATION: 265 Combat Communications Squadron, South Portland, Maine

SALARY RANGE: (Salary Table 2016-BOS)

\$43,828 to \$56,976 per annum GS-07

\$53,610 to \$69,688 per annum GS-09

\$64,862 to \$84,320 per annum GS-11

CLOSING DATE: 22 January 2016

AREA OF CONSIDERATION:

AREA I - All permanent and indefinite Enlisted Technicians in the Maine Air National Guard.

AREA II – All Enlisted members of the Maine Air National Guard.

PERMANENT CHANGE OF STATION (PCS): PCS expenses may not be authorized for this position. Authorization for payment of PCS expenses will be granted only after a determination is made that payment is in the best interest of the Maine National Guard.

DUTIES: See attached duties and responsibilities.

QUALIFICATIONS: This position may be filled at the GS-07, GS-09 or GS-11 grade. If filled at the GS-07 grade or GS-09, the individual selected may be promoted to the next subsequent grade without further competition when it has been determined that the individual meets the qualifications required for promotion to the higher grade.

MINIMUM QUALIFICATION REQUIREMENTS: Each applicant must show how they meet the General Experience and Specialized Experience listed below; otherwise, the applicant may lose consideration for this job.

GENERAL EXPERIENCE: Experience, education, or training involving the knowledge of the needs of communications users. Experience using computer and automation systems.

SPECIALIZED EXPERIENCE: Must have twelve (12) months of experience for GS-07 level, must have twenty-four (24) months of experience for the GS-09 level and thirty-six (36) months of experience which required the applicant to acquire and apply each of the following knowledge, skills, and/or abilities.

GS-07

1. Knowledge of electronic and telecommunications operating principles.
2. Ability to meet customer requirements with available Theater Deployable Communications resources.
3. Ability to install and maintain state of the art Satellite and Wideband communications systems.
4. Knowledge of specialized communications, training, and management skills.

GS-09

1. Knowledge of electronic and telecommunications equipment concepts, operating principles, and requirements.
2. Ability to determine customer requirements and meet them with available Theater Deployable Communications resources.
3. Ability to install, test, analyze, modify, repair and maintain state of the art Satellite and Wideband communications systems.
4. Ability to plan and evaluate effective training opportunities for traditional guard personnel assigned to the duty section.

GS-11

1. Knowledge of electronic and telecommunications equipment concepts, principles, practices, procedures, standards, and operations.
2. Ability to understand, evaluate, and translate the needs of communications users into requirements and to relate those requirements to existing Theater Deployable Communications technology, policies and resources.

3. Ability to lead the work operation of technicians engaged in the installations, testing, analysis, modification, repair, and maintenance of complex and state of the art Satellite and Wideband communications.
4. Ability to develop, plan, program, schedule, implement and evaluate effective training opportunities for traditional guard personnel assigned to the duty section.
5. Knowledge of required COMSEC (Communications Security) accountability, records, reports, and COMSEC Responsible Officer requirements.

COMPATIBILITY CRITERIA: 3D1X0, 3D1X1, 3D1X3, 3D1X4

NOTE: If you do not possess the compatible AFSC, you will not be disqualified from being considered. Selected applicant must be prepared and eligible to attend the appropriate school.

MILITARY ASSIGNMENT: 3D1X3

SELECTED RESERVE INCENTIVE PROGRAM (SRIP): Non-Technician Maine National Guard personnel who are SRIP participants (bonus recipients/student loan repayment program) may have their benefits terminated and/or recouped if selected as a permanent military Technician. Applicants should contact the MeANG Incentive Manager Norman Stanton, MSgt DSN - 698-7391 to determine any possible termination and/or recoupment actions that may result from accepting this position.

HOW TO APPLY: Detailed instructions are contained in an Instruction Guide titled "Technician Vacancy Announcement Guide" which should be posted with this vacancy announcement. Applicants may apply using the OF Form 612 Optional Application for Federal Employment, a resume, or any other format they choose. In addition to their basic application, applicants are strongly encouraged to complete ME Form 171, Military Experience and Training Supplement. Applications forwarded to HRO should be no more than eight (8) pages although additional pages may be submitted as necessary. Applications should include written or documented proof of education, training, and work experience deemed necessary to adequately respond to general and specialized experience factors listed in the TPVA. Professional licenses or education transcripts necessary to validate qualifications should be submitted as required in the TPVA. Do not include photo copies of awards (a military ribbon rack or civilian certificate), letters of commendation, enlisted or officer performance reports, Technician performance appraisals, and personal photos unless specifically requested in the TPVA. Applications must be forwarded to: Joint Force Headquarters, ATTN: HRO, Camp Keyes, Augusta, Maine 04333-0033, NOT LATER THAN the closing date. Applications received AFTER the closing date WILL NOT BE CONSIDERED. The use of government envelopes, postage or facsimile machines to submit applications is prohibited. We are allowed to receive facsimiles sent from non-government facsimile machines. The inter-office distribution system may be used. You may also e-mail it to: ng.me.mearng.list.hro-applications@mail.mil

APPOINTMENT: Selectee will be required to participate in Direct Deposit/Electronic Funds Transfer as a condition of employment. The Adjutant General retains exclusive appointment

authority for Technicians. No commitment will be made to any nominee prior to a review of qualifications by this office. The Maine National Guard is an Equal Opportunity Employer. All appointments and promotions will be made without regard to race, color, creed, sex, age or national origin.

DISSEMINATION: Supervisors, please post to bulletin boards, read at unit formations and notify personnel who may be interested. Qualified personnel who may be absent during this announcement period due to ADT, AT, TDY, school, illness, etc., should be notified.

WORK: DSN 626-6013/COM (207) 430-6013 FAX: DSN 626-4246/COM (207) 626-4246

FOR THE HUMAN RESOURCES OFFICER:

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LISA M SESSIONS

MAJ, AG

Human Resources Specialist

(Recruitment & Placement/Compensation)

This position is located in the Network Systems Flight of an ANG Combat Communications Squadron. The purpose of this position is to design, deploy, install, operate, maintain, modify, and recover various types of communications transmission systems and their components. Incumbent is responsible for planning, coordinating, and directing the mission accomplishment and training workload of the Wideband/Satcom workcenter.

DUTIES:

- Installs, operates, maintains and repairs communications transmission systems, sub-systems and components. Installs, configures and programs multiplexers using military and commercial protocols. Upgrades software, modifies hardware and corrects equipment deficiencies on transmission sub-systems and components, and signal conditioning equipment. Performs preventive maintenance inspections on transmission systems and sub-systems. Maintains and utilizes test equipment. Maintains, straps and configures cryptographic units.
- Generates configuration documentation (e.g.; cutsheets) for analog/digital signal conditioning equipment and wireless transmission systems. Conducts path profiles and engineers radio frequency path.
- Interprets satellite access authorizations. Develops, formats, and reviews after-action report documentation. Coordinates with external agencies e.g. Regional Space Support Center (RSSC) and other remote users including Defense Information Systems Agency (DISA).
- Tracks, accounts for and coordinates equipment status and location through host base. Performs systems trend analysis. Performs maintenance data collection and administers section Maintenance Standardization Program (MSEP).
- Develops, establishes and maintains work center training programs. Plans and schedules tasks and training activities for drill status guard members. Oversees and conducts on-the-job training (OJT) for personnel. Creates and develops lesson plans. Ensures availability of facilities and training aids. Monitors the training status of personnel and ensures that supplemental and/or remedial training is accomplished. Incumbent is responsible for mobilization readiness of section personnel and equipment.
- Ensures mobilization readiness of section personnel and equipment. Assembles cables and connectors to interface with commercial and military transmission systems and sub-systems. Completes proper documentation and follows procedures for incident reporting. Performs administrative duties for technical orders (TO) and workcenter files. Maintains benchstock, Contingency Operations/Mobility Planning & Execution System (COMPES) products, historical records, training records, Precision Measurement Equipment Laboratory (PMEL) equipment and records, hazardous waste, and safety procedures.
- Manages the installation spectrum management (ISM) program for the unit in coordination with National Telecommunications & Information Administration (NTIA) and Major Command (MAJCOM) spectrum frequency programs and managers utilizing PC-based software. Coordinates frequency requests with other agencies to de-conflict temporary frequency

assignments.

- Performs additional duty assignment as Communications Security (COMSEC) responsible officer for work center.

- Performs other duties as assigned.